

**BRISTOL WARREN REGIONAL
SCHOOL COMMITTEE MEETING
MONDAY, SEPTEMBER 24, 2012**

The bi-monthly meeting of the Bristol Warren Regional School Committee was held on Monday, September 24, 2012, in the cafeteria of Mt. Hope High School, 199 Chestnut Street, Bristol, RI. Chairman Bento called the meeting to order at approximately 7:08 PM.

Present: John Bento, Chair; Karen A. Lynch, Secretary; Denise Arsenault, Marj McBride, Bill O'Dell, Susan Rancourt, John Saviano, Melinda L. Thies, Superintendent; Mario J. Andrade, Assistant Superintendent; Pauline A. Silva, Director of Administration and Finance; Mary N. Almeida, Director of Literacy and Title I; Leslie J. Anderson, Director of Pupil Personnel Services; and Andrew D. Henneous, Esq., District Solicitor

Absent: Diana Campbell and Paul Silva

OPENING BUSINESS

All present were invited to join in the Pledge of Allegiance to the Flag.

PUBLIC COMMENT / PUBLIC FORUM

None

CONSENT AGENDA

Mrs. Thies stated for the record that G7 will be withdrawn from the Consent Agenda as it is not a timely piece and has been moved forward as another action.

Mrs. Thies introduced Melynda Silva to those present as our new Special Education teacher at Kickemuit Middle School. She has been fulfilling this position since the beginning of the school year. Melynda comes highly regarded. All welcomed her enthusiastically.

Mrs. Arsenault requested the removal of C9 and C11 from the Consent Agenda in order to recuse herself from voting on those two items. She also requested to pull the Director of Administration and Finance Report, Director of Literacy and Title 1's Report and Director of Pupil Personnel Services Report for separate discussion.

MOTION: Mr. Saviano motioned to approve C9 and C11 of the Consent Agenda; Mrs. McBride seconded. The motioned passed by a vote of 6 to 0.

Mrs. Arsenault stated that recently she has been contacted by electoral candidates with questions relating to the Director of Administration and Finance, Director of Literacy and Title 1 and

Director of Pupil Personnel Services concerning our needs as a district and how we operate. Mrs. Arsenault advised these candidates to contact the above mentioned directly. Mrs. Arsenault also suggested the candidates contact Mrs. Thies by phone or to make an appointment to meet with her. Bristol Warren Regional School District has always been public and approachable about everything, and Mrs. Arsenault commended all on a job well done in this area.

Mrs. Arsenault also took this time to thank Mrs. Almeida, Director of Literacy and Title 1, for inviting librarians to attend Title 1 Open Houses. Mrs. Almeida mentioned that all families are invited as well.

Additionally, Mrs. Arsenault thanked Mrs. Anderson for her work and research related to the Living and Learning Centers. Mrs. Arsenault would like to hear at a future meeting how the children are enjoying this program. She also commended Mrs. Anderson on the National Center for Intensive Intervention on what a vital resource this is for servicing children who would benefit from this. Mrs. Anderson reported that this grant is for students with academic needs as well and will span four years. Over 60 students who are new to the district have registered this year. Bristol Warren Regional is one district out of 12 selected for this grant which was not based on our need, but more our willingness to try innovative programs to benefit students.

MOTION: Mrs. McBride motioned to approve the Director of Administration Report, Director of Literacy and Title 1 Report and

Director of Pupil Personnel Services Report; Mrs. Arsenault seconded. The motion passed by a vote of 7 to 0.

MOTION: Mrs. McBride motioned to seal the minutes to the September 10, 2012 Executive Session; Mr. Saviano seconded. The motion passed by a vote of 7 to 0.

MOTION: Mr. Saviano motioned to approve the remainder of the consent agenda. Mr. O'Dell seconded. The motion passed by a vote of 7 to 0.

SUBCOMMITTEE SCHOOL COMMITTEE INITIATIVES

BUDGET FACILITIES SUBCOMMITTEE

Mr. O'Dell is waiting for the final numbers for this past fiscal year which will be available at the next scheduled Budget Meeting. There will indeed be a savings which will be rolled over. Specifically how these monies will be rolled over will be an action item for the next full business school committee meeting.

POLICY/ COMMUNITY AFFAIRS SUBCOMMITTEE

Mrs. Arsenault stated that the next Policy Subcommittee Meeting will be Monday, October 1st. The main focus of this meeting will be the Health and Wellness Policy. This policy and its' appendices have

already been made available online for the committee's review. Mrs. Arsenault encouraged all to read through it and in particular to check out the links mentioned within the body of the policy that give the Federal Guidelines which ultimately guides how our policy is written. She invited the public to attend Monday's meeting.

Mr. O'Dell would like to see the policy to include markings indicating what changes and additions have been made for easier review. Mrs. Arsenault replied that there wouldn't be enough time before the next meeting to incorporate this, but will mention it to Mrs. Campbell. If there are revisions or additions during the upcoming policy meeting, Mrs. Arsenault said they can make sure these are indicated as such for easier comparison. She encouraged everyone to come out to this Monday's meeting to see the differences between the old and new policy.

PERSONNEL/ CONTRACT NEGOTIATION SUBCOMMITTEE

Mr. Saviano informed everyone that the next Council 94 Negotiations Meeting will be held Tuesday, September 25th at 6 p.m. He will keep everyone informed. The previous meeting's update will be discussed in Executive Session.

WELLNESS COMMITTEE

Mrs. Arsenault informed everyone that the Rhode Island Healthy

Schools Coalition Breakfast for School Leaders will be held this Thursday, 7:30 a.m., at the Crown Plaza in Warwick. Speakers will be giving presentations with lots of materials available as well as model programs showcasing foods being offered to schools. She encouraged those interested in the Health and Wellness Policy to attend.

(Mrs. Rancourt left the meeting at 7:15 p.m. and returned at 7:19 p.m.)

CHAIRPERSON'S INITIATIVES

School Committee Goals

Chairman Bento informed the committee that during the October Workshop, the School Committee Goals Packet will be on the agenda and to be prepared to discuss. Mrs. Thies sent this packet out in her report of September 21st.

School Liason

Chairman Bento informed the committee that School Liaison will be on the agenda for November's Workshop. He would like those who have been assigned a school to give a short presentation on what we should know about the school as well as the bottom two items that need to be fixed. In preparation, school liaisons should speak with parent groups and principals for input to help formulate this information. Chairman Bento will contact those who will be presenting.

Joint Finance Budget Task Force

Chairman Bento stated he will be holding off on this until October's Workshop. Susan and Paul will be giving a presentation on where the committee is going with that.

SCIENCE NECAP ANNOUNCEMENT

Mrs. Thies gave a presentation on the results of the Science NECAPs. The NECAPs were given last May, and the district just received the results. The following noteworthy items were presented: Bristol Warren was the only district in the state that had an increase at all three levels; elementary, middle school and high school for 2011-2012. These increases were statistically significant for both 2011-2012 as well as from the period of 2008-2012. Hugh Cole was reported as 58.9% proficient in a single year, 2011-2012 which is a 22% increase showcasing outstanding progress. Hugh Cole has been our model school for science with thanks to Angie Lombardi, a parent, who has offered her time and expertise and has done a tremendous work for our science department here. This has paved the way for Bristol Warren to now implement science fairs across the elementary schools using Hugh Cole's model. Kickemuit Middle School was reported as 41.2% proficient showing great gains as well. Rockwell is ranked #3 out of 166 in the entire state with an overall proficiency of 82%. Mrs. Thies said that Bristol Warren Regional School District has much to celebrate.

Dr. Andrade highlighted how these increases came about through the

dedication and hard work of the students, teachers, parents and administrators achieving the established goals of 1.) Student achievement impacting proficiency. 2.) Establishing and coordinating professional learning communities and 3.) Concentration on being results oriented. The three Professional Development Days in large part helped with the success realized with the NECAPs as these are concentrated times of focus. Mrs. Thies stated that our work, though, is ongoing in attaining the best standards, not just on Professional Days. As part of this initiative, there has been a higher concentration in writing. Dr. Andrade commended the classroom teachers for their patience throughout this process and we are now realizing the payoff of it.

Mr. Saviano asked if this learning thread is across the board at Bristol Warren Regional School District from elementary school to high school and Dr. Andrade responded that it is with student achievement common across the boards.

Mrs. Rancourt asked if all students were a part of this or just specific grades, and Mrs. Thies responded that it is primarily 4th and 5th graders as they are able on their own to do research for a Science project and complete with minimal parental help. (There are parent links available to help aid their children with projects.)

SUPERINTENDENT'S RECOMMENDATIONS AND ISSUES

Recommendation #S2012-40 A-J: Consent Agenda - Personnel

A. APPOINTMENTS: That the School Committee confirm the recommendation of the Superintendent to appoint the following applicants to the positions of Middle School Special Educator, Title I Family Involvement Coordinator (Part Time) and Title III Family Involvement Coordinator (Part Time) as listed below:

1. Melynda A. Silva Special Educator – Kickemuit Middle

**Effective: September 14, 2012, for
The remainder of the 2012-13 school
year, pending satisfactory
completion of pre-employment
requirements**

**Reason: To fill a vacancy
(Transfer-D. Quinlan)**

**Funding: Operational Budget
(1st Step/Masters)**

2. Diane H. Gallison Title I Family Involvement Coordinator (Part Time)

**Effective: For the 2012-13 school
year only**

**Reason: To fill a vacancy in
accordance with grant funding**

Funding: Title I

**3. Cristina Soares Title III Family Involvement
Coordinator
(Part Time)**

**Effective: For the 2012-13 school
year only**

**Reason: To fill a vacancy in
accordance with grant funding**

Funding: Title III Grant

**B. BEFORE AND AFTER SCHOOL PROGRAM: That the School
Committee confirm the recommendation of the Superintendent to
appoint the following applicants to the School of the 21st Century,
Before and After School Program, as listed below (pending sufficient
enrollment to warrant running this program and DCYF CANTS
clearance):**

1. Gina Bernier Child Care Provider (Part Time)

Effective: Immediately, for the remainder of the 2012-13 school year, pending satisfactory completion of pre-employment requirements

Reason: To fill a vacancy

Funding: Parent Fees/Self-Sufficient

2. Allison Callahan Child Care Provider (Part Time)

Effective: Immediately, for the remainder of the 2012-13 school year, pending satisfactory completion of pre-employment requirements

Reason: To fill a vacancy

Funding: Parent Fees/Self-Sufficient

C. EXTRACURRICULAR ACTIVITIES: That the School Committee confirm the recommendation of the Superintendent to appoint the following applicants to the extracurricular positions listed below for

the 2012-13 school year only (pending certification, funding and sufficient sign-ups to warrant running these programs):

HEALTHY HUSKIES WELLNESS CENTER – MT. HOPE HIGH

- 1. Supervisor (Fall) Gerard Spence**

INTERSCHOLASTIC COACHES – KICKEMUIT MIDDLE

Sport Position Coach

- 2. Basketball (Girls) Coach Kerri Ferreira**
- 3. Cheerleading Coach Lynn DePasquale**
- 4. Cheerleading Asst. Coach Melissa Gendreau**

INTRAMURAL COACHES – KICKEMUIT MIDDLE

Sport Position Coach

- 5. Flag Football Coach Paul Castigliero**

WELLNESS CENTER SUPERVISORS – KICKEMUIT MIDDLE

- 6. Supervisor (Fall) Laurie Cadman**

ADVISORS – MT. HOPE HIGH

- 7. Choral Director Virginia Boyle**
- 8. Class of 2016 (Co-Advisor) Christopher Lambert**
- 9. Concert Band Robert Arsenault**
- 10. Interact Club Jennifer Cupolo**
- 11. Jazz Band Robert Arsenault**
- 12. Jazz Improvisation Vocal Ensemble (JIVE) Virginia Boyle**

13. Science Olympiad Glenn Valentine

D. SPECIAL EDUCATION CONSULTANTS: That the School Committee confirm the recommendation of the Superintendent to appoint the following individuals as Part Time Special Education Consultants for the 2012-13 school year contingent upon funding and student needs:

Name Position Funding

- 1. Samantha Cruz * Nurse Operational Budget**
- 2. Ann Leary Nurse Operational Budget**
- 3. Elizabeth Rego Occupational Therapist Operational Budget**
- 4. Carol Russell Resource Consultant IDEA**
- 5. Rosia Beaulieu Speech/Language Pathologist IDEA**

*** Pending satisfactory completion of pre-employment requirements**

E. HIGH SCHOOL EXTENDED DAY PROGRAM: That the School Committee confirm the recommendation of the Superintendent to appoint the following individual for the 2012-13 session only of the Mt. Hope High School Extended Day Program contingent upon sufficient enrollment:

Name Position

- 1. Karen Ferreira Support Teacher**

F. MIDDLE SCHOOL EXTENDED DAY PROGRAM: That the School

Committee confirm the recommendation of the Superintendent to appoint the following individual for the 2012-13 session only of the Kickemuit Middle School Extended Day Program contingent upon sufficient enrollment:

Name Position

1. Debra Leffingwell Support Teacher

G. CERTIFIED SUBSTITUTES: That the School Committee confirm the recommendation of the Superintendent to place on file in the office of the Superintendent the following applications for certified substitutes pending satisfactory completion of pre-employment requirements:

CERTIFIED

Name Area/Level

1. Lauren Anderson Elementary

2. Susan M. Bittner English

3. Samantha Cruz Registered Nurse

4. Meagan E. Morrow Elementary

5. Lori Prazeres Elementary/M.S. Math

6. Richard P. Reed General Subject Matter

7. Melynda A. Silva Elementary/Sp.Ed.

8. June E. Stimson Elementary

H. CLASSIFIED SUBSTITUTES: That the School Committee confirm the recommendation of the Superintendent to place on file in the office of the Superintendent the following applications for classified substitutes pending satisfactory completion of pre-employment requirements:

SECRETARIAL

1. Kathy Donato

2. Ellen A. Jennings

CUSTODIAN/MAINTENANCE

3. Manuel T. Braga

4. Donald Woods

I. LEAVES OF ABSENCE: That the School Committee confirm the recommendation of the Superintendent to grant a leave of absence for a Secondary English Teacher as follows:

1. Jodi-Lee Neves English Teacher – Mt. Hope High

Effective: January 25, 2013, for 6-8

weeks

**Reason: Maternity leave in
accordance with Article 21, Section
L1 of the Master Agreement**

J. RESIGNATIONS/RETIREMENTS: That the School Committee confirm the recommendation of the Superintendent to accept the resignation of Julieta Carreiro from the position of Custodian as listed below:

1. Julieta Carreiro Custodian – Mt. Hope High

Effective: October 27, 2012

Reason: Retirement

Recommendation #S2012-41 – Home School Requests: That the School Committee, upon the recommendation of the Superintendent, approve the request of one (1) Bristol family and one (1) Warren family to home school their children for the 2012-2013 school year, adhering to all requirements as set forth by the Bristol Warren Regional School District.

MOTION: Mr. Saviano motioned to approve; Mrs. Lynch seconded. The motion passed by a vote of 6 to 1 with Mrs. McBride opposed.

OPEN MEETINGS LAW PRESENTATION

Mr. Henneous presented changes made recently to the Rhode Island State law concerning access to public records and highlighted the following:

The Bristol Warren Regional School Committee constitutes a public body. A quorum means a simple majority present. If members of a committee were, for example, to go out to dinner outside of a posted meeting, they could not discuss anything related to that committee where an action could be taken. The same restriction would be for emailing.

In matters of job performance, employee character, mental health, student discipline, etc., the person to be discussed must be notified and they can request to have the matter held in open session in which case the public body must comply.

(Mrs. Rancourt left the meeting at 8:21 p.m. and returned at 8:23 p.m.)

Collective Bargaining is just that, anything related to unions and grievances there in.

The Executive Session Agenda must list items for discussion and

only those items can be discussed. There must be enough specificity listing case numbers and the legal note related to the particular item to be discussed. If a vote is made in executive session, it must be announced in open session. (Mr. Henneous advises his clients to hold the executive session vote in open session.) However, there are some items where it is acceptable not to announce in open session such as anything jeopardizing negotiation strategy. Once the matter is settled, then it must be voted on and that vote made public. Executive Session meeting minutes must be voted on to seal within 35 days of the meeting. If this does not happen, then they are to be made public record. Once Executive Session minutes are sealed, it is indefinite.

Mr. Henneous stated that all meeting agendas must be posted 48 hours prior to a meeting. These are literal hours, not business days. An annual meeting notice must be posted as well. Agendas must be specific enough so that the public knows what is being discussed. The law will now not accept general terms such as "Old Business" or "New Business" unless they include bullet points of what is to be discussed under those categories.

If one member violates any item of the Open Meetings Law, it is charged against the whole committee.

EXECUTIVE SESSION

MOTION: In accordance with open meetings law 42-46-5(a)(2), at 8:29

p.m. Mr. Saviano made a motion to go into Executive Session to discuss the Council 94 Collective Bargaining update. Mrs. McBride seconded. The motion passed by a vote of 7-0.

MOTION: Mr. O'Dell motioned to adjourn executive session at 8:48 p.m., seconded by Mrs. McBride. The motion passed by a vote of 7-0.

ADJOURNMENT – 8:49 PM

MOTION: There being no further business to discuss, Mr. Saviano motioned to adjourn the meeting at 8:49 PM; seconded by Mrs. McBride. The motion passed by a 7-0 vote.

Respectfully submitted,

Karen A. Lynch, Secretary

/kd